

Addendum No.1, RFP 15-35



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: Prospective bidders RFP 15-35, Design Services for Lincoln Park

From: Alex Nosnik, Assistant Director, Purchasing

Date: 10/27/2014

Re: Questions & Answers

Addendum No. 1 to RFP 15-35

The City is issuing this addendum to RFP 15-35 Design Services for Lincoln Park to provide additional information:

****PLEASE BE SURE TO ACKNOWLEDGE THIS ADDENDUM BELOW****

1. Reminder of Due Date:

- **Proposals are due 11/05/14 at 11AM EST.**

2. Questions and Answers:

Q. Is there a proposed construction budget or range of considered budgets?

A. No, the city has not established a budget for Lincoln Park and we do not have a sense of the cost of improvements. With that said we recognize that this is a large park in need of significant renovation. The budget will largely depend on the final design.

Q. The RFP states that the goal of the project is to perform enhanced outreach through bilingual announcements of the public meetings. The RFP later states that the OCPCD will advertise public meetings. Will the consultant be required to provide bilingual announcements, or will the OCPCD prepare the announcements?

A. OSPCD will provide all public announcements.

Q. The extent of lighting renovations is only briefly mentioned, along with the goal of providing sustainable features. Is the intent of the lighting to completely renovate the sports and site lighting to provide new equipment that is more energy efficient?

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A. New lighting should be energy efficient LED fixtures. The scope of the lighting will be dependent upon the new layout and whether the consultant thinks the existing site fixtures and bases should be incorporated or replaced.

Q. If the sports lighting requires significant renovations, including new bases, has the City performed any geotechnical borings for structural considerations or will those services need to be carried in the proposal?

A. No, the City has not performed any testing of any soils for structural stability or permeability. It is assumed that if tests are needed they will be provided by the consultant.

Q. Sustainable Design Criteria Under Schematic Design Phase, Section 3.2.8 is not specified. Are there specific criteria that will be provided?

A. No, however the inclusion of sustainable design features is a priority for the city.

Q. Will there be a pre-bid meeting?

A. No; not for the design phase.

Q. What is the expected scope of permitting assistance required of the design team?

A. It is not expected that the landscape design consultant will need to include any services for permits. All permits will be the responsibility of the construction contractor.

Q. The existing concrete structure was mentioned in the RFP as an issue that needs addressing. Is it anticipated that this structure will be replaced/rehabilitated as part of the design scope?

A. The large green concrete structure at the park houses the existing lighting controls, irrigation controls, and connections to the waterspray feature. It is an eyesore and the City would prefer to see it removed; however, this is not a specific requirement of the project.

Q. In section 1.2, Submission Instructions, the request for an electronic copy only calls for the Non-Price Technical Proposal in electronic format. This is different than prior RFQ's from the City, in which the CD/DVD was requested to include both portions of the proposal. Please confirm that no electronic copy of the Price Proposal is desired.

A. The price proposal is only being requested in hard copy. No electronic copy of the price proposal will be required.

Q. Section 2's part 1.0 (Summary) calls for "three schematic designs for each of the major zones" - is the intent three schemes for the entire park, each of which includes and addresses all of the major zones, or is the intent to produce three separate approaches for each of the major zones of the park?

A. The intent is to have three schematics for each of the park's major zones. Presumably the final park design will be a combination of the best ideas for each zone.

Q. Section 2's part 1.0 references a single final design set including fully detailed construction plans, but then also discusses the possibility of phasing the

implementation. Is the intent that all potential phases will be documented in a single set, and bid out as appropriate? Or should this be understood to include the possibility of multiple separate CD sets for the different phases? (No mention is made of phases in the Tasks or Products subsection.)

A. The City has not determined if any portion of the Lincoln Park construction will be phased, therefore the Consultant should allow for a single final design set including fully detailed construction plans, and any additional work required to phase portions of the park construction will be negotiated with the consultant. Given the park's large size and the variety of user needs, phasing might be considered to prevent the entire park from being closed at one time, however the likelihood of phasing will not be determined until the design is underway, and presumably any phased portion of the construction would be specific to portions of the park where construction can be isolated.

Q. The Scope of Work in Section 2.0 does not clearly indicate certain aspects, particularly in regard to the level of renovation or expense intended, with regard to features such as the "fields" and the "lighting". Should the proposal include sufficient fees and evidence of project team experience to potentially include the following features?

A. Answers are included below each numbered question (in Italics):

1 - Synthetic Turf at the multi-use field or the ball field?

The type of playing surfaces at the multi-use field and ball field, whether they are ultimately natural grass, Synthetic Turf or a combination of the two, will be determined through the community process. It is clear that the current condition of both fields is very poor and each field will require the consultant to provide new drainage and irrigation systems, and new base material under whatever final surface treatment is agreed upon.

2 - New sports lighting systems?

Yes. The City has not conducted a survey of the park lighting, and it is not clear if any of the existing sports lighting poles or fixtures can be incorporated into a lighting layout, but it is understood that a new sports lighting is required.

3 - New pedestrian-scale lighting systems?

Yes. Security and evening enjoyment of the park by residents are a necessity for the new landscape design. It is not clear if any of the existing pedestrian lighting can be incorporated into a new lighting layout, but all new designs should include pedestrian level lighting for all pathways and gathering areas.

4 - Reorganization and/or relocation of the major zones, rather than redevelopment of each feature within its current zone?

Yes, however while some changes to the existing layout of Lincoln park are essential, a complete reorganization and relocation of the major zones would need clear design rationalization and must be cost effective.

5 - Is the irrigation system intended to cover areas of plantings for maintenance reasons, or also to include the sports fields? Is there an existing irrigation system in place, and if so is it known whether it is functional?

A. The existing irrigation systems will need to be replaced and a new system will need to be tailored to the new park layout.

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Q. In the request it mentions that three options be done for each area of the park-later it reads that the designer will be responsible for three schematic designs to be presented in community meetings. Are these referring to the same thing?

A. *Yes, the language above refers to the same thing. We would like to explore at least three different schematic designs for each portion of the park, and assume the final design will be a combination of the best ideas drawn from each of the options.*

Q. The RFP for Landscape Design Services, Lincoln Park doesn't mention any requirement of a "Project Approach" in the non-price (technical) proposal. Typically this is required in order for the City to understand how the Offeror plans to execute the scope of work. If a Project Approach is not required, can it be included at the option of the Offeror?

A. *A project approach is not required, but can be submitted if proposer would like to.*

Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

X

Name of Authorized Signatory

Title of Authorized Signatory